

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH SERVICES

DATE: JUNE 26, 2009

COMMITTEE MEMBERS PRESENT:

SUPERVISORS SOKOL
SHEEHAN
THOMAS
CHAMPAGNE
O' CONNOR
STRAINER
PITKIN

OTHERS PRESENT:

REPRESENTING COUNTRYSIDE ADULT HOME:
BRENDA HAYES, DIRECTOR
REPRESENTING WESTMOUNT HEALTH FACILITY:
BARBARA TAGGART, ADMINISTRATOR
BETSY HENKEL, COMPTROLLER
REPRESENTING THE DEPARTMENT OF PUBLIC HEALTH:
PAT AUER, DIRECTOR
SHARON SCHALDONE, ASSISTANT DIRECTOR
GINELLE JONES, ASSISTANT DIRECTOR OF PUBLIC HEALTH
TAMMIE DeLORENZO, CLINICAL & FISCAL INFORMATICS
COORDINATOR
TAWN DRISCOLL, FISCAL MANAGER
FREDERICK MONROE, CHAIRMAN
HAL PAYNE, COMMISSIONER OF ADMINISTRATIVE AND FISCAL
SERVICES
NICOLE LIVINGSTON, DEPUTY CLERK OF THE BOARD
KEVIN GERAGHTY, BUDGET OFFICER
SUPERVISORS KENNY
MERLINO
TAYLOR
TODD LUNT, DIRECTOR OF HUMAN RESOURCES
MIKE SHELLY, SIEMENS BUILDING TECHNOLOGIES, INC.
MARK DURANT, SIEMENS BUILDING TECHNOLOGIES, INC.
ALYSON MARTIN, *THE POST STAR*
THOM RANDALL, *THE ADIRONDACK JOURNAL*
AMANDA ALLEN, SR. LEGISLATIVE OFFICE SPECIALIST

Mr. Sokol called the meeting of the Health Services Committee to order at 9:30 a.m.

Motion was made by Mr. Sheehan, seconded by Mr. Pitkin and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Brenda Hayes, Director of Countryside Adult Home, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Ms. Hayes stated that she would postpone the review of the Pending Items and was withdrawing her request to create a new position for the time being. She advised that she had received the Letter of Commitment from the New York State Department of Health (NYS DOH) to proceed with the downsizing of the Facility. She noted that the letter acknowledged the withdrawal of the day care application, the continuation of the Respite Care Program and the

downsizing from a 60-bed facility to a 48-bed facility. She added that the letter had noted that since the Facility would house less than 50 beds there was no need to employ a case manager or an activities director.

Ms. Hayes requested authorization to attend a Motivational Interviewing Seminar at the Desmond Hotel in Albany, New York on September 11, 2009, at a cost of \$184.99. She also requested authorization to attend an Infectious Disease Seminar at the Albany Marriot on August 26, 2009, at a cost of \$174. She stated that she was required to complete 60 credit hours over a two year period and added that she had 32 credit hours and this was her second year. She noted that the funds were available in the budget.

Motion was made by Mr. Champagne, seconded by Mr. Pitkin and carried unanimously to authorize Ms. Hayes to attend the Motivational Interviewing and Infectious Disease Seminars, as outlined above. *Copies of the Authorization to Attend Meeting or Convention forms are on file with the minutes.*

Ms. Hayes exited the meeting at 9:32 a.m.

Privilege of the floor was extended to Barbara Taggart, Administrator of Westmount Health Facility, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Ms. Taggart said that the first item on the agenda was the Year Four Performance Assurance Report from Siemens Building Technologies, Inc. as part of the Energy Performance Contract. She introduced Mike Shelly and Mark Durant from Siemens Building Technologies, Inc., who were present to discuss the report.

Mr. Shelly reviewed the Year Four Performance Assurance Report; a copy of which is on file with the minutes. He advised that the total annual savings was \$306,843, as compared to the guaranteed savings of \$195,391, an excess of \$111,452. He noted that the report included a breakdown of the amount of savings achieved on a monthly basis. He stated that the subtotal of the cogeneration energy savings was \$95,978 and the adjustments and stipulated savings totaled \$108,016, making the total amount saved \$203,994. He added that the benefits of the Annex reimbursement and the funds received for laundry from Countryside Adult Home were an additional \$102,849, which made the total adjusted savings \$306,842.

Mr. Pitkin asked if the closing of the Municipal Center Annex Building would have an impact on the annual savings. Mr. Shelly responded that there would definitely be an impact. He advised that the facility would be able to operate one engine during the day; however, he added, if the load spiked they would need to turn on the other engine. He apprised that there had been a question about the possibility of sending power to the Municipal Center from Westmount Health Facility but it had been determined that the concept was not feasible, as the costs would outweigh the benefits. Mr. Pitkin asked if the closing of the Annex would make Westmount Health Facility more energy efficient and Mr. Shelly responded that if they were able to operate just one engine it would be more efficient; however, he added, an evaluation would be necessary to determine the energy needs. Mr. Durant noted that they were unable to guarantee the impact of the closing of the Annex at this time and added that it was possible that they could lose efficiency depending on the time of year. He said that Siemens Building

Technologies, Inc. would do their best to make the necessary changes to the programming of how the engines operated.

Following a brief discussion, motion was made by Mr. Pitkin, seconded by Mr. O'Connor and carried unanimously to authorize the Chairman of the Board to sign the Client Acceptance of Annual Guaranteed Savings Report regarding the Siemens Building Technologies, Inc. Energy Performance Contract. *The necessary resolution was authorized for the July 17, 2009 Board meeting.*

Messrs. Shelly and Durant exited the meeting at 9:44 a.m.

Ms. Taggart requested to amend the 2009 County Budget to increase estimated revenues and appropriations, in an amount totaling \$252,551, to reflect the salaries of per diem employees for the remainder of 2009 that had not been previously budgeted. She noted that pages 3 and 4 of the agenda listed the positions in question and the totals. She said that 24 part-time per diem positions had been listed and were subdivided as Registered Nurse (RN) Supervisors, RN's, Licensed Practical Nurses, and Aides.

Mr. Strainer asked why the salaries for the positions had not been budgeted and Mr. Geraghty responded that they had corrected budget errors for many Departments in 2008 and apparently the salaries of per diem employees at Westmount Health Facility had been overlooked. Mr. Geraghty added that the item would need to be corrected in the 2010 County Budget.

Mr. Champagne stated that salaries had been budgeted for 78 employees although the facility employed 72. He asked if the salaries which had been budgeted for the remaining 6 employees could be used towards the salaries of the per diem employees. Betsy Henkel, Comptroller for Westmount Health Facility, advised that the salaries of 54 employees had been budgeted and there were 24 employees whose salaries had not been included in the budget. She added the 24 employees were per diem and the amount of salaries was unknown as they covered the shifts of the full-time employees.

Mr. Pitkin inquired as to the difference in costs of utilizing per diem employees versus utilizing floaters. Ms. Taggart responded that a floater and a per diem employee were the same thing. Mr. Pitkin asked if the per diem rate was lower than the cost of full-time employees and Ms. Henkel replied that it was the same rate; however, she added, per diem employees did not receive fringe benefits.

Following a brief discussion, motion was made by Mr. Thomas, seconded by Mr. Pitkin and carried unanimously to amend the 2009 County Budget, as outlined above and to refer same to the Finance Committee. *Copies of the resolution request forms are on file with the minutes.*

Ms. Taggart requested a transfer of funds totaling \$4,200, transferring \$3,500 from the Westmount, Fiscal Service Office, Payment/Contribution NYS Assessment Code (EF.83110.8302 469) to the Westmount, Fiscal Service Office, Clerical & Other Administration Wages-Salaries Overtime Code (EF.83100.600 120) and \$700 from the Westmount, Nursing-Lab Services, Medical PS Lab-Contract Code (EF.72100.6201 470) to the Westmount, Nursing Administration, Clerical Other Administration Wages-Salaries Overtime Code (EF.60100.600 120).

Motion was made by Mr. O'Connor, seconded by Mr. Sheehan and carried unanimously to approve the transfer of funds, as outlined above and to refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Taggart requested to establish Capital Project No. H296.9550 280, Westmount Sprinkler System Project, in the amount of \$100,000 for the installation of an internal sprinkler system at Westmount Health Facility. She advised that the Center of Medicaid/Medicare Services (CMS) had mandated that the appropriate sprinkler system be installed by August 13, 2013. She said that she had spoken with Paul Dusek, County Attorney, who had advised that the project would need to be completed through the Request for Proposal (RFP) process. She apprised that there was the possibility of grant funding being available for the completion of the project; however, she added, the project plan would need to be in place in order to qualify for any available funding.

Mr. Sokol said that the cost of \$100,000 seemed high but noted that it was just a projected cost. Mr. Merlino suggested that they prepare an RFP and recommended that the County attempt to get proposals from sprinkler system companies, as opposed to an engineering firm who dabbled in many different specialties. He added that he had followed the same advice for a sprinkler system project in the Town of Lake Luzerne and had saved approximately \$70,000.

Discussion ensued.

Motion was made by Mr. Champagne, seconded by Mr. Sheehan and carried unanimously to authorize the preparation of a Request for Proposal for the design of a sprinkler system at Westmount Health Facility.

Chairman Monroe apprised that he did not think there was an issue with having a sprinkler system company complete the design; however, he added, there was no guarantee that the same company would be awarded the bid for the project.

Motion was made by Mr. Thomas, seconded by Mr. Pitkin and carried unanimously to establish Capital Project No. H296.9550 280, Westmount Sprinkler System Project, in the amount of \$100,000 for the installation of an internal sprinkler system at Westmount Health Facility and to refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes. [Subsequent to the meeting it was determined that Capital Project No. H296.9550 280, Westmount Sprinkler System Project, had previously been established by Resolution No. 233 of 2009; therefore, it was necessary to increase the existing Capital Project by \$100,000.]*

Ms. Taggart stated that a report on overtime usage had been included in the agenda packet. She noted that the hours used for Certified Nursing Assistants was high and added that the amount of overtime usage reflected one holiday. Mr. Pitkin apprised that it would be helpful if in the future Ms. Taggart could supply the Committee with benchmark dates from prior years for comparison purposes and Ms. Taggart responded that she would do so.

Ms. Taggart advised that there had been an increase in the amount charged by the beautician of \$1 per haircut. She added that the last increase in cost had been five years ago.

The representatives from the Health Services Department entered the meeting and Ms. Taggart and Ms. Henkel exited the meeting at 10:00 a.m.

Privilege of the floor was extended to Pat Auer, Director of Public Health, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Ms. Auer stated that the first item on the agenda was to provide the Committee with an update on the Emergency Preparedness Program. She advised she had been informed that Warren County would receive at least \$47,600 per year for two years. She said that the contract would be for two years as opposed to one year and the contract would be forthcoming. She apprised that the employees whose positions were funded through the grant were aware that their positions would be eliminated if the grant funding ceased.

Referring to Preschool financial concerns, Ms. Auer reminded the Committee that the County was unable to bill Medicaid if the appropriate documentation of services was not received from the contracted provider. She added that the Committee had requested that Trish Nenninger, Second Assistant County Attorney, research the options that the County had with regards to this matter. She advised that Mrs. Nenninger had informed her that the State was currently investigating possible means through tuition rate setting to recapture some of the lost funds.

Ms. Auer said that the next item on the agenda was to update the Committee on the NYS Health Facility Cash Assessment Program. She added that the Program and the procedure was now in place. Tawn Driscoll, Fiscal Manager, explained that the Cash Assessment Program had begun on April 1, 2009 and the percentage that was assigned to Warren County by the State was .0035%. She added that she had submitted the first two months and had paid \$2,664 to date and would request a transfer of funds in the amount of \$27,000 to offset the anticipated expense for the remainder of 2009. She advised that the submissions were made online and the State preferred that the payments be made through Electronic Fund Transfers (EFT). She said that she would request a transfer of funds later in the meeting to cover the cost of the Program as it had not previously been budgeted.

Ms. Auer said that the Budget Committee had referred the possibility of eliminating or reducing the following non-mandated programs: Preventative; Family Health; Disease Control; and Tobacco Education. She added that she was unsure of why Disease Control had been included as it was a mandated program. She advised that they had evaluated all of the Department's programs looking for increased sources of revenues, costs savings and program reductions. She said that a meeting had been set with Mr. Sokol and Hal Payne, Commissioner of Administrative & Fiscal Services, to discuss the programs. She stated that Mr. Payne had informed her that Health Services had been earmarked to reduce their budget by an additional \$130,000.

Ms. Auer apprised that she had been requested to discuss the Benchmark Report with regards to Health Services. She said that she had researched the report which seemed to be reflective of the amount of Medicaid funds that were expended for Health Services in various counties. She continued that she was unsure of why Warren County's numbers were so high as she did not know where the Benchmark Report received their information from. Mr. Kenny said that it would be easier for Warren County to benchmark their Health Services against the actual budgeted amounts of other counties of similar size. Mr. Payne suggested that Warren County's

Health Services budget be compared to the budgets of the seven counties to which it was compared in the Benchmark Report and Ms. Auer responded that she would do so and report back to the Committee.

Ms. Auer requested to amend the current contract with MVP Health Plan, Inc. at their request, to include that Warren County be considered a network provider for New York government program members. She noted that the current contract did not have a Medicaid reference.

Motion was made by Mr. Sheehan, seconded by Mr. Champagne and carried unanimously to amend the current contract with MVP Health Plan, Inc., as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the July 17, 2009 Board meeting.*

Ms. Auer requested to renew the existing contract with the New York State Department of Health (NYS DOH) to accept funding for the Early Intervention Administration Program, in an amount not to exceed \$38,975, commencing October 1, 2009 and terminating September 30, 2010.

Motion was made by Mr. Pitkin, seconded by Mr. Thomas and carried unanimously to renew the existing contract with the NYS DOH, as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the July 17, 2009 Board meeting.*

Ms. Auer requested to amend Resolution No. 120 of 2009 which authorized the fees charged for immunizations to include vaccines for travel and to increase the administration fee for all immunizations from \$15 to \$25. Mr. Champagne asked the amount of additional revenue that was expected due to the increase. Ms. Auer responded that she did not have that number available but she would email it to Mr. Champagne following the meeting.

Motion was made by Mr. Pitkin, seconded by Mr. Thomas and carried unanimously to amend Resolution No. 120 of 2009, as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the July 17, 2009 Board meeting.*

Ms. Auer requested to fill the vacant position of WIC (Women, Infants and Children) Program Coordinator, base salary of \$43,606, Employee No. 5551, due to retirement. She added that Jean Spencer, WIC Program Coordinator, would be retiring on July 20, 2009 and she requested that Ms. Spencer's retirement be acknowledged at the July 17, 2009 Board meeting, as she had been an essential member of the Department. She advised that there was an employee who was interested in filling the vacant position and because the employee would move from a bargaining unit position to a non-bargaining unit position, there would be a savings of \$4,700 in longevity. She noted that the position was fully funded by the WIC Program grant and the Program could not operate without a Coordinator. She apprised that the employee would be making a lateral move and would need to pass the civil service exam for the position, which would not need to be posted. She said that she would not request to fill the part-time vacant position at this time.

Motion was made by Mr. Sheehan, seconded by Mr. O'Connor and carried unanimously to

approve the filling of the vacant position of WIC Program Coordinator, base salary of \$43,606, Employee No. 5551, due to retirement and to refer same to the Personnel Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Driscoll referred to the Report on Revenue and Expenditures for 2009 as of June 23, 2009 and said that the report reflected the billing for April. She pointed out that on the bottom of the report she had included a comparison of 2008 and 2009 salaries. She continued by saying that the increase in regular salaries was a reflection of the 3.5% Cost of Living Allowance (COLA) increase and added that the amount paid for overtime salaries and part-time salaries for 2009 had decreased from the amount paid in 2008.

Chairman Monroe noted that less than 20% of the estimated revenues had been collected, although they were half way through the year. He said that he had received a memo from the County Treasurer, who had advised that this could become an issue which could result in the County needing to borrow money prior to the end of the year. He asked why the amount collected was so far behind and Ms. Driscoll responded that there was another \$1 million billing which would be submitted in July and added that an additional \$1 million, which had been accrued in 2008 had just been billed in March. She stated that it was all due to timing and added that by the end of the year the Health Services budget was always where it needed to be. Chairman Monroe asked if it was mostly due to the State being slow to pay and Ms. Driscoll replied affirmatively.

Mr. Pitkin asked if the County was current in billing for State revenues and Ms. Driscoll replied affirmatively. She added that most of the grants were paid on a quarterly basis while others were paid based on a schedule determined by the State.

Discussion ensued.

Ms. Driscoll apprised that Medicaid funds were being recieved at a faster rate due to the fact that they were receiving payments via Electronic Fund Transfers (EFT) but unfortunately the State programs were behind on payments when compared to previous years. Tammie DeLorenzo, Clinical & Fiscal Informatics Coordinator, noted that on the old system they would not have been billing for April by this point in the year; however, she added, with the Point of Care System they had billed for April and were preparing to bill for May. She said that they were getting closer to the goal of billing two weeks after, which was the fastest they could possibly bill due to the fact that they had to bill everything to Medicaid at one time. Ms. Driscoll stated that billing for March and April had both been completed in June. Ms. DeLorenzo apprised that the software supplier would come for a site optimization visit next month, at which time they would inquire as to how they could improve on the billing process.

Ms. Driscoll advised that Blue Shield of Northeastern New York had finally agreed to pay the fee of \$160 per skilled nursing visit. She added that a new three year contract had been initiated which included a 5% increase per year. Ms. DeLorenzo said that they anticipated an increase in revenue of approximately \$155,000. She added that Blue Shield of Northeastern New York would also pay an installation fee of \$50 for each telemonitor plus a fee of \$6.50 per day per monitor. Ms. Driscoll said that other than Medicaid, Blue Shield of Northeastern New York was the only insurance company that would pay for telemed services. Mr. Champagne asked who was responsible for the installation of the telemonitors and Ms. Driscoll responded

that they were installed by the nurses.

Ms. Driscoll requested a transfer of funds between various accounts totaling \$27,000 to cover the costs of the NYS Health Facility Cash Assessment Program, as previously mentioned.

Motion was made by Mr. Champagne, seconded by Mr. Sheehan and carried unanimously to approve the transfer of funds, as outlined and to refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

As there was no further business to come before the Health Services Committee, on motion made by Mr. Champagne and seconded by Mr. Pitkin , Mr. Sokol adjourned the meeting at 10:33 a.m.

Respectfully submitted,
Charlene DiResta, Sr. Legislative Office Specialist